



**DEPARTMENT OF THE NAVY**  
PERSONNEL SUPPORT ACTIVITY DETACHMENT MONTEREY  
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IN REPLY REFER TO:  
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2 Sep 03

From: Chief Petty Officer in Charge, Personnel Support Activity Detachment, Monterey

Subj: MINUTES OF THE 31 JUL 03 PERSUPP DET MONTEREY PASS LIAISON  
REPRESENTATIVE (PLR) MEETING

1. The monthly PLR meeting was held on Thursday, 28 Aug 03 at 0930. The commands represented were FNMOC, Branch Dental Clinic Monterey, NAVAIRESCEN San Jose, CENCRYPTOLOGY DET Monterey.

2. Topics of discussion were as follows:

**Customer Service:**

- Montgomery GI Bill (MGIB) Program: On 1 October 2003 the MGIB program benefits will increase to \$35,460. Making the 36 months for full-time college enrollment at \$985 per month. This will also open up a "Booster" period in which active duty members can increase the MGIB. For more information refer to NAVADMIN 213/03.

- The "COMPASS" Program: This program is a comprehensive twelve-hour course (three four-hour sessions in three days) that covers the essential information that a spouse will need to be fully prepared for Navy life. The courses are free, and day care services are provided at no charge. COMPASS courses are currently taught on bases in San Diego and China Lake, CA; Kings Bay, GA; Pearl Harbor, HI; Norfolk, VA; Groton, CT; and Guam. To find out more about the COMPASS visit the web at [www.lifelines.org/familyline/compass](http://www.lifelines.org/familyline/compass).

- The Navy Personnel Command's Customer Service Center (CSC): The CSC is NPC's single point of phone contact for customer service issues such as pay and benefits, professional records, perform to serve, and rating and assignment research. In addition, CSC also serves as the recipient of all statutory (not administrative) selection board packages. The confirmation of receipt and ensuring timely delivery to the appropriate selection board. Sailors can now access all these services by calling CSC at 1-866-U-ASK-NPC (827-5672) or visiting CSC on the web at [www.staynavy.navy.mil](http://www.staynavy.navy.mil) and clicking on the link to Customer Service Center.

- Special Leave Accrual for FY-03: All active duty members who would otherwise have lost annual leave on 1 Oct 03 as a result of serving for a continuous period of the least 120 days in an area where they are entitled to Hostile Fire or Imminent Danger pay; assignment to a deployable ship, mobile unit, or similar duty where operational commitments prohibited normal leave utilization; or other contingency operations (e.g., Operation Enduring Freedom, Noble Eagle, and Iraqi Freedom), are authorized to carry over as many as 90 days of leave. This leave is considered to be Special Leave Accrual and any amount in excess of 60 days must be used before the end of the third fiscal year after the year in which it is earned. Affected personnel desiring to carry over more than 60 days of leave must declare their eligibility through the chain of command. Requests for Special Leave Accrual must be submitted no later than the end of the first quarter of the following fiscal year for which the member is requesting Special Leave Accrual. For more information refer to NAVADMIN 222/03.

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**Transfers:**

- FY-04 Transfers: Just a reminder that members with PCS orders stating EDD in Sep 03 will have to detach no later than 30 September due to October being the start of the new fiscal year. If a member desires to detach on 1 October and are under PCS orders with an EDD in Sep 03 an order modification will be required due to the use of the FY-04 accounting data.

- Changes to Transfer Packages: Transfer packages will be sent via email vice guard mail. All PLRs now have a copy of the three different transfer packages (overseas screening, sea duty screening and regular transfer packages). PSD will email the Transfer Information Sheet (TIS), a copy of the members orders, and a note as to which package will need to be completed by the member and any special instructions.

**Educational Services Officer (ESO):**

- - Navy Wide Advancement Examinations: Exam dates and location for the September 2003 Navy Wide Exam are as follows:

<u>Exam</u>	<u>Date</u>	<u>Location</u>
PO1 Exam	4 Sep 03	Glasgow Hall Room 102
PO2 Exam	11 Sep 03	Glasgow Hall Room 102
PO3 Exam	18 Sep 03	FNMOB Bldg 700

Show time for the exam will be 0715 with military ID.

**Military Pay:**

- Catch-Up Contributions for the Thrift Savings Plan (TSP): If you are a federal employee or a member of the uniformed services who will be age 50 or older this calendar year, and you are already contributing the maximum amount of regular TSP contributions you are eligible for the catch-up contributions. The maximum amount of regular contributions for 2003 is eight percent of basic pay for members of the uniformed services, or an amount that will result in reaching the IRS elective deferral limit (\$12,000 for 2003) by the end of the year. For more information refer to NAVADMIN 223/03.

- Travel Card Warning: Travelers should not use their own government sponsored travel cards to charge expenses incurred by others even if told to do so by their supervisors and/or commanders. Cardholders, under whose name the card is issued, are financially liable for all expenses incurred through use of their cards. Including another person's expenses on a personal travel card equates to giving that other person an unsecured, interest free loan. Such expenses are not reimbursable, even if made in good faith, and the Government cannot force the other person to pay back the amount incurred.

  
W. H. PEREZ-SOLERO

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